

**SECRET**

SECURITY INFORMATION

OGC HAS REVIEWED.

25X1A

4 June 1953

MEMORANDUM FOR: [REDACTED] ASSISTANT GENERAL COUNSEL

SUBJECT : Memorandum for Deputy Director (Administration),  
Subject, "Report Covering TDY ([REDACTED])" from Assistant General Counsel,  
Dated 14 May 1953

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1. A copy of your subject memorandum has been submitted to the Chief, Eastern Europe Division for review and appropriate action in coordination with the Chief of Administration, DD/P.

2. Your memorandum makes reference to, "a list of administrative items which require action, either by decision or by policy guidance," and further states that there is considerable evidence that "administrative guidance has been sought by the [REDACTED] in the past with inconclusive results."  
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3. It is requested that you identify for the Chief, Eastern Europe Division all of the administrative problems requiring the Division's action or attention in order that the Chief of Administration, DD/P and the Senior Representative for [REDACTED] may be advised of the corrective action being taken, or to be undertaken.  
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4. It would be greatly appreciated if you would identify each administrative problem on a separate memorandum to the Chief, Eastern Europe Division, by no later than 10 June 1953. The date of 10 June 1953 will allow a minimum of time to prepare the Division's presentation to [REDACTED] on 12 June 1953, the only working day that he will be in Headquarters prior to his return to [REDACTED]. Your submitting specific problems in separate memoranda will greatly facilitate the Division's assigning each problem to the appropriate officer for analysis and action.

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